

Newfields Planning Board Meeting  
November 19, 2009

**Attendance:** Mike Woodworth, Mike Todd, Jim Daley, Mike Price, Bill Meserve and John Hayden. Absent from the meeting was Mark Bouzianis.

**16 Swamscott Street-O'Neil Warehousing**

Will be formal site plan for December meeting. Forms were not filed and so just want to go over what they want to do and then see what is needed for the next meeting. The sketch plans were shown as to the changes. Front office is gutted and small offices kept and storage – a small factory outlet store will be added to the front area and parking area leveled and paved. Two offices moved to back area – 900 sq ft. Lunch room added. Doors were reconfigured to be compliant with the fire codes in consultation with Jeff Buxton. Moved doors around based on reduced driving in the building.

Landscaping was completed in accordance with prior approval and new trees to be added – birch trees and loam and seed for grass. Re-grading was completed to remove drive-through areas and make the area safe around the building with all the previous changes in topography.

Discussion about other landscaping in rear was related to outside storage. The number of propane tanks has been reduced.

The full site plan requirements were discussed. The issues reviewed were to be displayed on the site plan is to use the existing site plan and then update the approval with the changes to insure enough parking is provided. Some minor changes have already been done to protect the drainage and this was approved and reviewed by the Road Agent.

The owner requested some clearance to modify the interior for storage and relocation of the offices inside the building without planning board approval. The Planning Board does not normally review interior changes and movement of permitted uses. New uses for occupancy must be approved but the construction of walls and areas inside the building do not need further approval by the Board.

Interior modifications, landscaping, door modifications and other site maintenance and changes in accordance with the prior approval without specific use or occupancy can be completed without Planning Board, but occupancy changes must be approved and that is what the Board expects to see and render a decision on at the December meeting. The Board directed the Planner to notify the building inspector that these other issues do not require approval of the Planning Board.

The record reflects that the owner was personally handed an application by the planner and told to fill it out and turn it in 15 days in advance of the December 17<sup>th</sup> hearing on December 2<sup>nd</sup>. The primary issues are going to be parking and the store area and hours of operation. The Board advised the applicant to be sensitive to the abutters.

The Sweet Mylar was signed by the Board.

**Vienneau -continuance**

The Planner conveyed the applicant's request for a six month suspension of the final approval and compliance process for a period of 6 months so that the applicant can work with the USDA to secure a conservation easement for the property.

Todd moved to table the approval process to the May 2010 meeting Meserve seconded. Unanimous.

The Board acknowledged that the applicant will be willing to preserve the approval but will at some point have to monitor the status of state approvals and insure that any Newfields changes would affect the status of the approval.

Minutes of October 15, 2009 were approved.

The Board reviewed the NHMEAP (New Hampshire Municipal Energy Assistance Program) look at the school.

Mike Woodworth requested some input on the alternate – the Board would like to meet the applicant and reinforce that alternates must be present to fill the seat prior to making any recommendation. There was some concern about seating a quorum with a Route 108 application.

The Board adjourned moved by Todd seconded by Hayden vote unanimous.

Minutes prepared by Clay..